
College of Opticians of BC

Policy on Routine Registrations

The policy on routine registrations creates an efficient internal process for approving applications for registrations, while providing necessary oversight by the registration committee.

The registration committee is responsible for considering registration applications. New registrants of the College of Opticians are required to meet the requirements described in the Bylaws. The requirements described in the Bylaws are translated into a simple checklist of items in certain registration categories that are routinely approved.

Policy

Routine registration approvals have been delegated to the Registrar, effective November 4, 2007. This will allow the Registration Committee more time to discuss items that deserve more attention and discussion.

Routine Categories:

Routine categories of registration applications will be delegated to the Registrar:

New Registrations: Applicants for registration as Dispensing Optician or New Contact Lens Fitter Optician, who have passed a registration committee approved course and examination, and have met the registration requirements under the Bylaws.

New Student Registrations: Applicants for registration as student optician, such as Student Contact Lens Fitters, who are enrolled in an education program.

Labour Mobility, Mutual Recognition Agreement: Applicants for registration under the Mutual Recognition Agreement as Dispensing Optician or New Contact Lens Fitter Optician, who are opticians in good standing from Canadian provinces

Re-instatement within 3 years: Applicants for re-instatement of registration, who have lapsed their registration for no longer than 3 years.

Non-Routine Categories:

An application that does not fall into the category of routine registration approval will be considered to be a non-routine application. A non-routine application will be reviewed by the registration committee on an individual basis. The approval of the application will require a motion by the registration committee. Listed below are some examples of non-routine categories of registration:

Non-practising Requests: Requests to change status from practicing to non-practicing, or the reverse

Labour Mobility, Quebec: Applicants for registration who are opticians in good standing from the province of Quebec.

International Labour Mobility: Applicants for registration who are educated and/or registered outside of Canada.

Re-instatement over 3 years: Applicants for re-instatement of registration, who have lapsed their registration for over 3 years.

Reports:

A list of routine approvals by the Registrar's office will be circulated to the registration every month or whenever the registration committee requests such a list.

Time Frame:

The Registrar's office aims to process completed applications between 5 to 10 business days.